

**KENTUCKY BOARD OF  
LICENSURE OF MARRIAGE AND FAMILY THERAPISTS  
BOARD MEETING MINUTES  
Thursday, February 15, 2007**

A regular meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Division of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky at 9:30 a.m., on February 15, 2007.

**BOARD MEMBERS PRESENT**

Mr. Anthony Watkins, Board Chair  
Ms. Stephanie Head, Vice Chair  
Louis J. Twyman, Treasurer  
Ms. Eileen Durbin  
Dr. Delbert Hayden  
Ms. Melissa Wade  
Mr. Leonard Knight, Vice Chair

**OCCUPATIONS & PROFESSIONS**

Wendy Satterly

**OTHERS PRESENT**

Mike Rankin, KAMFT  
Diane Schuler Fleming, Office of the Attorney General

**BOARD MEMBERS ABSENT**

None

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**Call to Order**

Mr. Watkins called the meeting to order at 9:55 a.m.

**Approval of Minutes**

Dr. Hayden made a motion to approve the minutes of the January 18, 2007, meeting with amendments. Ms. Head seconded the motion. The motion carried.

**Approval of Financial Statement**

Ms. Head made a motion to approve the Financial Statement. Ms. Wade seconded the motion. The motion carried. Following a question from Dr. Hayden, Mr. Wagner explained the additional information that has been added to the financial statement. He explained that the financial statements would now provide board members with year to date amount budgeted for certain expenditures, the amount spent during the fiscal year, and the percentage and dollar amount remaining.

**Director's Report**

Ms. Satterly presented the directors report in Mr. Wagner's absence. She brought forth a discussion with regard to discontinue providing licensees with the pocket licensure identification cards. It is being discussed by the Division of Occupations and Professions not only as a cost savings, but as a way to keep employers from suspending employees for not having a card immediately upon renewal. The proposal included a revised on-line license verification that licensees, as well as, their employers could print immediately after their licensure information had been updated by staff. After some discussion, it was decided that Mr. Rankin would present this information to KAMFT members and get their feedback. No decision was made.

**New Business**

Mr. Watkins told the board about a workshop that was presented by Heisel and Associates. He felt that it would be beneficial for all board members, Diane Fleming, and Carolyn Kyler to attend the program. Ms. Durbin made the motion that all Board members, Diane Fleming and Carolyn Kyler, be allowed to attend "Managing Ethical Risks: A Guide for Practitioners." The motion further added that all Board members will be responsible for registering for the workshop on their own and would then be reimbursed for the cost of registration, travel and per diem. Mr. Twyman seconded the motion. The motion carried.

Mr. Watkins had been contact by Mike Rankin, from KAMFT, about the possibility of the Board being responsible for maintaining the sign-in sheets of attendees of programs presented by KAMFT. His rationale was that in case a licensee was to misplace their attendance certificate and need verification of attendance in the case of an audit, the Board would have that information already on file. The Board felt like that was the responsibility of the individual licensee and the sponsor of the program to maintain their own records.

Correspondence from Ms. Brenda Marshall was reviewed. Ms. Marshall was asking questions with regard to providing telephone consultation for insurance companies with clients. Following discussion, it was decided that Ms. Marshall could NOT provide services to anyone in another state without first complying with that state's licensing requirements. A

Kentucky license only allows you to perform the services of marriage and family therapy in Kentucky. Ms. Durbin made the motion that Ms. Fleming respond on behalf of the board. Ms. Wade seconded the motion. The motion carried.

Correspondence from Milfred Jones was reviewed. Mr. Jones had several questions with regard to how an agency could regulate the supervision one of their employee's received. Following discussion, Ms. Durbin made a motion that Ms. Fleming respond to Mr. Jones explaining that the Board's laws regulation licensees and not businesses. And that agencies had the right to make and enforce their own internal policies. Dr. Knight seconded the motion. The motion carried.

Email correspondence from Freida Campbell was reviewed. Ms. Campbell formerly held a Marriage and Family Therapy Associate permit. She allowed it to terminate after being unable to pass the licensure exam following several attempts. She was asking whether or not it was possible for her to take the exam without renewing her associate permit. Following discussion, Ms. Durbin made the motion that Ms. Fleming draft a response to Ms. Campbell informing her that she must establish a formal relationship with the licensure board by submitting an application for licensure. If Ms. Campbell met the requirements for licensure, her name would then be submitted to the exam service, and approval of her licensure would be deferred pending the passing of the national exam. The motion further stated that she be sent an Cease and Desist affidavit stating that until such time she understood that if she wanted to practice any type of Marriage and Family Therapy that she understood she must be granted either a new Associate permit or make application for, and be granted, her Marriage and Family Therapy licensure. Dr. Knight seconded the motion. The motion carried.

Ms. Campbell's email correspondence also mentioned that her co-worker, Phyllis McElwain, had previously contact the Licensure board and asked the same question. She had been told that she could not take the exam without first being granted her Marriage and Family Therapy Associate permit. Dr. Knight made the motion that Ms. Fleming send Ms. McElwain the same letter Ms. Campbell would be receiving, with revisions. Ms. Head seconded the motion. The motion carried.

### **Old Business**

After having had a month to review the report created by Melissa Wade with regard to Criminal Background checks, the matter was brought back for discussion. Board members expressed great interest in pursuing the matter. Dr. Knight made the motion to refer the matter to KAMFT so that they could get feedback from their members. Ms. Wade seconded the motion. The motion carried.

The Board made plans to have a work session at the Clifton Center in Louisville on Thursday, February 22, 2007. This is going to be held in conjunction with the KAMFT conference and will begin immediately following the afternoon conference session. Ms. Head made a motion that the Board reimburse members for their dinner expenses for the work session. The motion also stated that Board members would be paid for travel and per diem for attending the conference as the Board would be presenting a program. Mr. Twyman seconded the motion. The motion carried.

### **Complaints**

A motion was made by Mr. Twyman to go into executive session pursuant to KRS 61.810 (1) (c) to discuss matters of potential litigation. Ms. Head seconded the motion. The motion carried.

In the Humphreys matter, it was reported to the Board by the Complaint Committee that the Settlement Agreement was in its final stages and should be complete and to the Board by the March meeting.

04-040, 04-050, and 04-060 – Mr. Underwood requested a few minor changes with the settlement agreement. Dr. Knight made the motion that Ms. Fleming incorporate those changes into the agreement and submit it to Mr. Underwood for his signature. Mr. Twyman seconded the motion. The motion carried.

05-030 – Attorney for the complainant submitted additional materials and requested the Board review its decision to dismiss matter. No action was taken at this time.

06-008 – The Complaint Committee made a motion to file formal charges once the KBI investigative report was received. Ms. Durbin seconded the motion.

### **APPLICATION REVIEW:**

#### **Associate License Renewals**

Ms. Durbin motioned the Board to approve the following Associate Permit renewal applications: Judith Adams, Jill Renee Kaufmann, Elisabeth Reagan, and Janet K. Rittenhouse. And to defer approval of the following applications, pending receipt of additional information: Valeria Areaux and Jacqueline Peterson. Ms. Wade seconded the motion. The motion carried.

### **Associate Application Review**

Ms. Durbin motioned the Board to approve the following applications for Associate Licensure: Wei Ling-Ju Lin (pending proof of having completed research class). And to defer approval of: Brent Ketring pending receipt of syllabi.

### **Audited Renewals**

Ms. Durbin motioned the Board to approve the following Audited Licensure Renewals: James A. Hyde, Peggy Schmidt, and Melissa Soete. Ms. Head seconded the motion. The motion carried.

### **Supervision Contract Review**

Ms. Durbin motioned the Board to approve the following supervision contracts: Julie N. Heinbaugh, William A. Marrett, and Jennifer Schiller. Ms. Head seconded the motion. The motion carried.

### **Inactive Status Review**

No requests for inactive licensure status received.

### **Licensure Reinstatement Review**

No applications for reinstatement received.

### **Therapist License Review**

Ms. Durbin motioned the Board to approve the following application for licensure: Melissa McFadden and Elizabeth Troy. Ms. Wade seconded the motion. The motion carried.

### **Continuing Education**

Ms. Durbin motioned the Board to approve the following Continuing Education programs.

- Bluegrass Regional MH-MR Board, Inc. – Global Appraisal of Individual Needs (GAIN) Training – 10.5 hours
- Bluegrass Regional MH-MR Board, Inc. – PTSD and Dissociation in Children: Assessment and Guidelines for Treatment – 3 hours
- Bluegrass Regional MH-MR Board, Inc. – Parent Child Interaction Therapy (PCIT) for Community Mental Health Professionals – 14 hours
- CHADD of the Bluegrass – CHADD of the Bluegrass – ADHD Partners in Progress – 6 hours
- Center for Professional Development and Continuing Education – Nuts and Bolts of Establishing Private (clinical) Practice – 14 hours
- Center for Professional Development and Continuing Education – Strategies to Present Professional Court Testimonies – 3 hours
- Center for Professional Development and Continuing Education – Co-occurring Psychiatric and Substance Abuse Disorders: Focusing Diagnostic and Treatment on an Integrated Disease Recovery Model – 14 hours
- Center for Professional Development and Continuing Education – Human Sexuality: Bio-Psychosocial Approach for Treating Sexual Dysfunction – 3 hours
- Center for Professional Development and Continuing Education – Evaluation and Treatment Strategies for Disruptive and Mood Related Disorders in Children and Adolescents – 7 hours
- Center for Professional Development and Continuing Education – Discharge Planning: An Outcomes Driven Process – 7 hours
- Center for Professional Development and Continuing Education – Avoiding Ethical Pitfalls – 7 hours
- Center for Professional Development and Continuing Education – Domestic Violence – 3 hours
- Center for Professional Development and Continuing Education – Child Maltreatment: Laws, Assessment and Treatment – 3 hours
- Center for Professional Development and Continuing Education – HIV/AIDS: Update – 3 hours
- Center for Professional Development and Continuing Education – Ethical Practice and Malpractice Vulnerability – 3 hours
- Center for Professional Development and Continuing Education – Documentation: Ethical Considerations on Confidentiality, Privacy and the Laws in all Practice Settings – 3 hours
- Center for Professional Development and Continuing Education – Making Sense of the DSMIV-TR and the International Classification of Diseases (ICD-9) – 7 hours
- Cross Country Education – Bipolar: A New Slant on the Disorder -- 6 hours
- Heisel and Associates, Inc. – Diagnosis and Treatment – 4 hours
- Jefferson Alcohol and Drug Abuse Center (JADAC) – Adolescents and Co-Occurring Mental and Substance Use Disorders Building Bridges in Assessment and Treatment – ASAM Criteria – 6 hours
- Ky. Chapter of AASWG – Working Through Sticky Problems in Group Process – 1.5 hours
- Ky. Chapter of AASWG – Grief Work in Teen Groups – 2 hours
- Ky. Collaborative Family Network – KCFN Retreat – 4 hours
- NorthKey Community Care – Advancement of Suicide Prevention – 6 hours

- PESI – Suicide and Self-Mutilation: Stopping the Pain – 6.25 hours
- Seven Counties Services – Working with Refugee and Immigrant Populations – 3 hours
- Seven Counties Services – Seven Challenges, Dual Diagnosis Group Therapy Model – 6 hours
- Seven Counties Services – Providing Effective Supervision – 3 hours
- Kelly S. Goforth, LMFT – The Leadership Academy – 20 hours
- Dr. Richard Landon, LMFT – Healthy Clergy: Healing the Holy Helpers – 12 hours
- Kimberly Early, LMFT – How to Work with Resistant Parents – 3 hours
- Paul D. Greene, LMFT – Certificate in Case Management – 40 hours
- Michael McFarland, LMFT – Assessing and Managing Suicide Risk – Train the Trainer Course – 19.5 hours
- Lifeskills, Inc. CBT for Suicidality: Building and Changing Behavior – 6 hours
- UK Behavioral Health Disaster Response Project – Our Side of the Story: The Therapists Guide to Understanding Compassion Fatigue – 1 hour
- UK Behavioral Health Disaster Response Project – Clinical Decision Making in the Wake of A Disaster: Assessment and Treatment with Children – 2 hours
- Raeko Diemer, LMFT – IAITMH – Early Childhood Mentorship Program – 24 hours
- Brenda Shell, LMFT – Engaging the Spirit in Psychotherapy – 6.5 hours
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And to deny the following Continuing Education Programs:

- Center for Professional Development and Continuing Education – Licensure Examination Preparation – 14 hours
- Center for Professional Development and Continuing Education -- LCSW Clinical Supervision – 3 hours
- Center for Professional Development and Continuing Education – First and Third Wednesday Morning/Evening Clinical Supervision Group – 2 hours
- Center for Professional Development and Continuing Education – Providing Clinical Supervision to Certified or Licensed Practitioners – 3 hours
- Safety in the Hour: Everyday Self-Defense to Protect Self and Others – 7 hours
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Ms. Wade seconded the motion. The motion carried.

#### **Board Administrator Report**

Number of LMFTs in February 2006 – 445

Number of LMFTs in February 2007 – 447

Number of MFT Associates in February 2006 – 101

Number of MFT Associates in February 2007 – 112

#### **Scheduled Meetings**

The next meeting date is Thursday, March 15, 2007. Committee's begin at 8:30 a.m. Board meeting to begin at 9:30 a.m. The meeting will be held at 911 Leawood Drive, Frankfort, KY.

#### **Examination Dates**

2007 Exam dates are as follows:

May 21 – June 16, 2007

September 17 – October 13, 2007

#### **Additional Business**

No additional business was brought forth for discussion.

#### **Approval of Travel and Per Diem**

Ms. Head made a motion to approve travel and per diem for members attending today's meeting. Ms. Wade seconded the motion. The motion carried.

#### **Adjournment**

Having no further business to be brought before the board, Mr. Twyman moved to adjourn the meeting. Dr. Knight seconded the motion. The motion carried. The meeting adjourned at 12:15 p.m.

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**APPROVED**

Prepared by Carolyn Kyler

February 20, 2007